

**BOARD OF HEALTH PERSONNEL COMMITTEE  
MCHENRY COUNTY BOARD OF HEALTH  
667 WARE ROAD, WOODSTOCK, IL  
CONFERENCE ROOM**

**MEETING MINUTES  
November 28, 2016, 6:30 PM**

PRESENT: Dr. Michael Szurek, Ms. Sally Biere, Dr. Lorenc

ABSENT: Ms. Mary Foszcz,

STAFF PRESENT: Michael Hill, Joseph Gugle, Darleen Volant

Meeting called to order by Ms. Biere at 6:30 pm

**PUBLIC PARTICIPATION**

An attendee requested that the Board of Health try to work with County Board to have similar language in our Personnel policy to alleviate personnel problems. Mr. Hill stated that we are incorporating most of County's same language, there is a 1 paragraph difference. Mr. Gugle said we have made updates and modified our Personnel policy to align with County policy.

**Slate of Officers**

Ms. Foszcz volunteered as president for one more term, which will be her third and final term. Dr. McNerney will continue as Vice President, Ms. Sally Biere as Secretary and Dr. Lorenc as Treasurer.

**2017 Board of Health Committee Assignments**

Mr. Hill has not heard any opinions expressed on the assignments and participation has been good this year. Mr. Hill recommended that current assignments are maintained.

A Motion was made by Dr. Lorenc, second by Ms. Biere, passed unanimously.

**Proposed Updates to Personnel Policy**

Mr. Hill informed the Personnel Committee that the County Human Resources Department have made updates in their personnel policy and the Health Department is updating their policy to include those changes. Mr. Gugle said they updated policy language, making some of the policies stronger, updated existing policies and have added new ones, such as a health and safety policy and the drug testing policy which gives the County a stronger standing.

Ms. Biere asked if there was anything in the policy about hiring someone who has a service dog. Mr. Gugle stated that would be addressed under reasonable accommodations. Dr. Lorenc questioned using the verbage "the Affordable Care Act" since that might be changing and wondered if it should be phrased differently. Mr. Gugle stated that if are changes at the Federal level, the County and the Board of Health can amend it at that time.

The Committee agreed to recommend the proposed updates.

**Annual Performance for Public Administrator**

Mr. Hill didn't feel it was necessary to hire an outside consultant to do his evaluation. He would prefer to hear the Board's opinion, and to solve any problems that any Board members may have. The Committee agreed with Mr. Hill.

**Executive Session**

None

**Adjournment**

Motion to adjourn meeting at 7:00 pm by Dr. Szurek, second by Dr. Lorenc. Motion was passed by a voice vote.